



# **SF Bay Area Employee Earthquake Preparedness**

**Richmond Refinery**

**Safety Topic of the Month  
May 2008**



# Earthquake - BEFORE

## At work:

- Attend training (you are doing this now!)
- Store supplies for yourself – water, food, medicine, flashlight, etc., in your office and/or car
- Reduce risk in your workspace
- Know your role in your organization's disaster plan

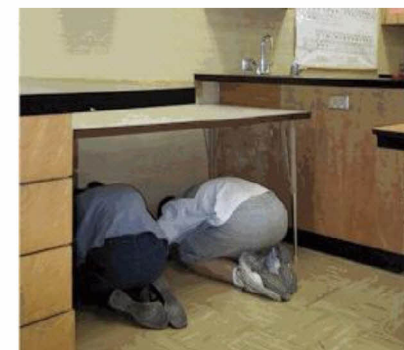
## At home:

- Create a family disaster preparedness plan, including supplies (water, food, medicines, flashlights, etc.)
- Identify and fix potential home hazards
- Be prepared with a first aid kit!

# Earthquake - DURING

## Wherever you are:

- Drop, cover & hold on
- Avoid glass, heavy objects
- Do not run outside during shaking!
- Slow and Stop your vehicle until the shaking stops.
- During an earthquake, stay away from large trees and structures if you're outside.





# Earthquake - AFTER

## Wherever you are:

- Assess your status – are you okay?
- Act accordingly
  - Call or send for help if needed
  - Evacuate only if in immediate danger
- Be prepared for aftershocks
- Be in communication
  - Listen to emergency radio broadcasts (AM stations KCBS 740 and KGO 810)
  - Wait an hour, then try to call your out-of-area contact



# Earthquake – AFTER (continued)

## **At work:**

- When safe, follow your organization's disaster plan:
  - Call the Chevron Employee Emergency Line
  - Contact your supervisor
  - Call Chevron's Emergency NEWSLINE
  - Rally Plan

## **At home:**

- When safe, follow your family's disaster plan
- When safe, follow your organization's disaster plan:
  - Call the Chevron Employee Emergency Line
  - Contact your supervisor
  - Call Chevron's Emergency NEWSLINE
  - Rally Plan



# Chevron Employee Emergency Line

After a major emergency call  
the Chevron Employee  
Emergency Line:

**1-800-334-3963**

When you are safe and can do so, call toll-free at any time of day or night to report your status and location

Human Resources and other services are available to assist you

Chevron actively searches for employees whose whereabouts remain unknown

Review the Rally Plan and meeting sites:

[Rally Sites](#)



## Emergency NEWSLINE numbers

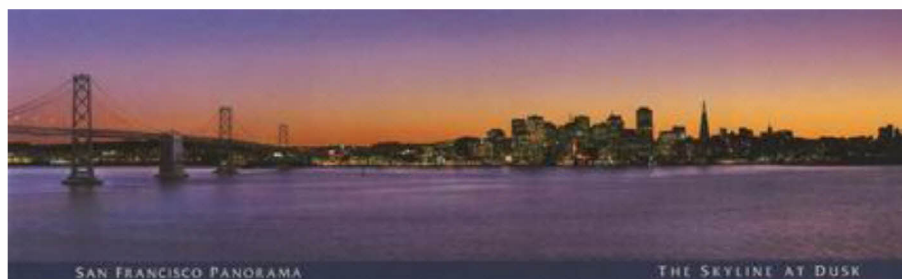
Call to hear recordings about company operations and facility status

When phone systems are overburdened, it may be easier to call an out-of-area number

San Ramon	925-842-3400
Bakersfield	661-392-3400
Houston	713-754-3400
New Orleans	504-592-7500

## The Rally Plan

- Focuses on employees and families, not specifically designed for business recovery/continuity
- 16 rally points located near work and homes around the San Francisco Bay Area
- Activates at noon the day after a major disaster that causes severe transportation and communication disruption
- Rally Points open noon to 4 p.m. every day; names of those who check in will be sent to all Rally Points



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